

Due to Government guidance in respect of the COVID19 lockdown the meeting was held remotely.

Present: Cllr. Ann Bowyer, Cllr. Jenny Carpenter, Cllr Paula Clarke, Cllr Peter Clarke, Cllr Judith Hopkins, Cllr Jo Storey, Cllr. Peter Sutherland and County Cllr Val Smith.

1. Public Meeting:

No members of the public were present at the meeting and no issues had been raised with the clerk by members of the public.

2. Sign the attendance book:

It was not possible to sign the attendance book as the meeting was held remotely.

3. Apologies for absence:

All councillors were present at the meeting.

4. Declaration of interest from members:

- a. Cllr Peter Clarke (planning matters) has previously declared a prejudicial interest in item 9 under the member's code of conduct due to his position on the Planning Committee of Monmouthshire County Council. Cllr Bowyer declared an interest in agenda item 13c MCC Service Request 8051975 due to her residential proximity to the area affected.

5. Adoption of Minutes:

- a. The minutes of the April meeting were approved at the Annual Meeting.

6. Clerk's Report

- a. The clerk's report for May had been circulated prior to the meeting for members' consideration. The following updates were received in respect of councillors' actions:
 - The notice board for the telephone box needs to be hinged on the right.
 - Clerk to check website to establish if ward walks have been updated.
 - Save a Life Cymru – how to take things forward and acquisition of a defibrillator (Cllr Paula Clarke suggested locating one in her locality) - Clerk to agenda in June.
 - Commons Deeds – Cllr Paula Clarke and Cllr Hopkins to liaise with solicitor.
 - Contract Control Form – to continue it's use for the time being and monitor the appropriateness.Cllr Sutherland proposed that the report be accepted, seconded by Cllr Carpenter, agreed by all. **Action: Chair to sign report at earliest opportunity.**

7. Discussion with County Councillor

County Cllr Smith continues to pursue the continuity of Gwehelog Community Council. Welsh Government are looking at a policy in respect of Public Toilets. Cllr Smith was pleased that the public toilets at Woodside had been retained. Cllr Smith urged councillors to respond to the consultation on the proposal for Abergavenny School to cover all age groups from 4 to 19 year olds. Cllr Smith felt that the inter-agency meeting with Natural Resources Wales, Monmouthshire County Council, Llanbadoc Community Council and local residents was a positive move and these relationships should be encouraged and developed.

8. Matters arising from recent correspondence / new business.

a. Police report for April

The report had been circulated by the clerk prior to the meeting. It was duly noted.

b. Donation to Council

The clerk informed councillors that a donation of £500 had been received from Usk Vale Poultry, and confirmed that it was to be used where the council felt appropriate. **Action: Councillors to bring suggestions for its use to June meeting, Clerk to agenda in June and write formal letter of thanks.**

9. Planning

a. MCC Planning Committee Meeting

Nothing to report.

b. Planning Applications

1. **Planning application DM/2020/01292** – The application, at Henrhiw Farm, A472 Pantypwyddyn, Farm to Little Henrhiw, Monkswood, was in respect of additional information received outlining that the stone barns on the adjacent holding are outside of the applicant's ownership. This is an independent enterprise relative to the ownership of the dwellings and barns at Henrhiw Farm. As the buildings at Henrhiw Farm are listed and predominantly awaiting conversion they represent a financially unviable option in terms of residential accommodation for the applicant and the new enterprise. Cllr Paula Clarke believed that the application did not comply with TAN6 Welsh Planning Policy Guidance, which says that in respect of new agricultural dwellings in the countryside, there has to be a proven functional and financial need for them. Cllr Sutherland moved that the application be recommended for refusal, there were mixed views among councillors and a vote was taken. Four councillors voted for refusal, one voted for approval and one abstained. **Action: Clerk to submit recommendation for refusal.**
2. **Planning application DM/2021/00547** – The retrospective application, at Meadowbank Farm, Cefn Mawr Lane, Monkswood, was for the temporary stationing of an agricultural worker's mobile home. Cllr Paula Clarke again referred to TAN6 Welsh Planning Policy Guidance, and believed the application did not comply as there has to be a proven functional and financial need for new buildings in the countryside. As the Council understood that there were already two dwellings in this location, this would negate the need for new dwellings. Cllr Sutherland moved that the application be recommended for refusal, there were mixed views among other councillors and a vote was taken. Four councillors voted for refusal, one voted for approval and one abstained. **Action: Clerk to submit recommendation for refusal.**
3. **Planning application DM/2021/00628** – The application, at Broome House, Rumble Street, Monkswood, was for removal of existing single storey extension and replace with single storey flat roof extension. Councillors had no objections to the application. Cllr Sutherland proposed that the application be recommended for approval, seconded by Cllr Paula Clarke, agreed by all. **Action: Clerk to submit response.**

c. MCC enforcement cases (confidential)

Circulated to full council on 9th April 2021 and duly noted.

At this point the Chair moved to suspend standing orders to:

- a. **to retrospectively confirm responses to re-consultations on planning applications DM/2020/00762 and DM/2020/00763**
 - b. **to consider email on National Lottery Funding Survey and determine who will complete the survey**
 - c. **to approve Schedule of Meeting Dates for 2021/2022**
 - d. **to authorise payment of £240 to Usk Valley Promotions for website hosting.**
 - e. **to consider and approve emergency tree work.**
- a. **Planning application DM/2020/00762 and DM/2020/00763** – The applications related to Llandegfedd Visitor Centre and Water Sports Centre respectively, the re-consultation resulting from the availability of updated noise reports. The Council had recommended approval of application DM/2020/00762 and refusal of DM/2020/00763. Cllr Sutherland proposed the recommendations be retrospectively confirmed, seconded by Cllr Carpenter, agreed by all.
 - b. **National Lottery Funding Survey** – Notification had been received that the Council would be contacted by IFF Research in May and asked to complete a survey as a recipient of grant funding. Cllr Sutherland proposed that he complete the survey when requested, seconded by Cllr Bowyer, agreed by all. **Action: Cllr Sutherland to submit response.**
 - c. **Schedule of Meeting Dates for 2021/2022** – A schedule of proposed dates had been circulated for information. Cllr Sutherland proposed the schedule be approved, seconded by Cllr Bowyer, agreed by all. **Action: Clerk to publish on website.**
 - d. **Payment of £240 to Usk Valley Promotions** – An invoice had been received for website hosting for 2021/22. Cllr Sutherland proposed the payment be authorised, seconded by Cllr Carpenter, agreed by all. **Action: Clerk to pay.**

Signature:

Date:

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- e. **Emergency Tree Work** – Cllr Hopkins identified a tree which had developed a serious crack lengthways along the limb. It is overhanging the Llandegfedd Reservoir Trail, which is regularly used by walkers and therefore needed urgent attention. A local tree surgeon from Steve's Trees, had offered advice on the work required, suggesting 2 boughs needed removing urgently and recommending high pollarding the rest of the tree, which could wait until the end of the summer. He estimated £500 for the immediate work and £1,000 for the pollarding. From recent enquiries the Council was aware that the contractors on the preferred list are not currently taking on work due to existing commitments. Cllr Sutherland proposed that Steve's Trees be engaged to carry out the emergency work and the pollarding be carried out later, seconded by Cllr Paula Clarke, agreed by all. **Action: Cllr Hopkins to forward contact details to clerk, Clerk to notify contractor and obtain copy of their insurance.**
- Cllr Hopkins advised councillors that the contractor would be working along the edge of Jenny's Bushes on adjoining land and may need to access Council land to complete the work.

Standing Orders were reinstated at this point.

10. Finance

a. To approve pink paper for May and authorise payments.

The May pink paper was circulated prior to the meeting for members' consideration. The Chair moved to approve the following payments:

	£'s
Clerks Salary and Allowances May	455.15
HMRC PAYE May	61.80
NEST (EE's & ER's Pension Contributions May)	63.42
Merlin Waste (Invoice 4554) May	17.33
Viking (Ink and treasury tags Inv 261961))	36.22
Viking (Ink and envelopes Inv 272729)	34.66

The payments were proposed by Cllr Sutherland, seconded by Cllr Bowyer, agreed by all present. **ACTION: Chair to sign paper at earliest opportunity, Clerk to make payments.**

b. Grounds Maintenance Contract 2021/22

The renewal notice had been received from MCC for the provision of Grounds Maintenance Services for 2020/21 at a cost of £617.94 plus VAT. The budget for 2021/22 is £750. Cllr Carpenter asked whether MCC were adopting "No Mow May", and if so had the contract value been adjusted. **Action: Clerk to establish the position and agenda in June.**

11. Reports from Advisory Groups

a. Procedural and Financial – Cllr J Carpenter, Cllr Peter Clarke, Cllr J Storey, Cllr P Sutherland.

1. Annual Plan 2021/22 – The draft Annual Plan for 2021/22 had been circulated for consideration.

Cllr Bowyer requested that under Objective 1, "Llanbadoc" be amended to "Llanbadoc Community Council Area". Cllr Bowyer proposed that, subject to the amendment, the Annual Plan be adopted, seconded by Cllr Paula Clarke, agreed by all present. **Action: Clerk to publish on website.**

b. Environment – Cllr Peter Sutherland, Cllr Paula Clarke, Cllr Judith Hopkins and Cllr Ann Bowyer

There was nothing to report.

c. Community Engagement – Cllr Peter Sutherland, Cllr Jenny Carpenter and Cllr Paula Clarke

1. Ways to Achieve Community Engagement – Concerns had been raised previously that the Council could be seen as over-promising on issues that the Council may not be able to achieve, Cllr Sutherland sees community engagement as a process. Cllr Sutherland referred to the recent meeting with NRW, MCC and residents stating how positive it was, and it identified the amount of general knowledge in the locality. Cllr Sutherland suggested the Community Council should be a facilitator rather than taking the lead. The Litter Picking project could be taken forward in the same way.

d. Community Meetings

No meetings had taken place.

12. Reports from representatives on Other Bodies

a. Strong Communities

Cllr Sutherland was unable to attend the meeting on 29th April 2021.

b. Usk Cluster Meeting

No meetings had taken place.

c. Usk Improvement Masterplan

No meetings had taken place. Cllr Bowyer reported that a local publication contained an article on the interactive display board in Usk.

d. One Voice Wales Monmouth/Newport Area Committee

Cllr Sutherland attended a meeting on 15th April 2021. Briefing notes had been circulated and were duly noted. The minutes of the meeting had also been circulated.

e. Give dog fouling the red card working group

No meetings had been held.

13. Llanbadoc Flooding

a. Permanent Flood Pumps at Woodside

The clerk had requested an update on progress from MCC but no response had been received.

b. NRW/MCC meeting in respect of Llanbadoc Brook Flooding

Cllr Bowyer circulated a briefing following the meeting, which was held to discuss residents' concerns about the low defences against the River Usk below Llanbadoc Church and the restrictions of the culvert and brook joining the Usk by the church.

NRW are carrying out new modelling, any funding required will be applied for in 2022/23 and any remedial work will follow this. NRW welcome any records or observations from residents and are open to short term solutions to current problems. Flood gates for the church were suggested.

MCC are carrying out greater monitoring following an increase in flooding. Temporary pumps have been used by the Mayfield and Usk Island, however options for their operation needs consideration as increasingly flooding can happen at any time of the year. Funding has been obtained and Matt Jeffes is carrying out a study of the catchment area on the Usk. Once conclusions and recommendations of this study are available, Welsh Government will be approached for funding, and if granted any work can then be undertaken.

A resident wished to record the impact of the land fill opposite Rose Cottage, they felt strongly that surface water that would have previously drained into this area is now running down the road and contributing to the flooding potential of the houses around the brook and culvert by the church.

All parties agreed that any major work, if funding is available, will not be undertaken for several years.

Continued communication between the 4 groups involved is considered essential to build a case for funding.

Email contact will continue between all parties and a follow up meeting will be arranged in early October.

Cllr Bowyer having declared an interest in the next item did not participate in this part of the meeting.

c. MCC Service Request 8051975

No response had been received from MCC. **Action: Clerk to pursue with MCC.**

Cllr Bowyer re-joined the meeting.

14. Staff Appraisal

The Chair carried out the clerk's appraisal on 13th April 2021. The Chair and Vice-chair will evaluate the workload with the clerk in order that 44 hours per month can be maintained, rather than continuous additional hours.

15. Matters to be considered for the next agenda (at the discretion of the Chairman)

Cllr Bowyer again raised the issue that the footpath from Llanbadoc Church to beyond Morris's of Usk, is very narrow and requires widening and resurfacing.

16. Date of next meeting

Wednesday 2nd June 2021, 6.30pm to 8.30pm. There being no further business the meeting closed at 7.45 pm.

Beverley Young, Clerk/RFO, Llanbadoc Community Council